

Engineering Division ES&H COMMITTEE
QUARTERLY MEETING
Tuesday, February 11, 2003
1:30 p.m.– 2:30 p.m.
Minutes

Present

Jim Triplett (Division Director)
Bill Edwards (Engineering Sciences & Technical Integration)
Peter Denes (Electronics Engineering)
Deb Hopkins (Technology Transfer, Industrial & Energy Partnerships)
Victor Karpenko (Mechanical Engineering)
Lowell Koht (Design & Fabrication)
R.P. Singh (Software Engineering)
Weyland Wong (Division Safety Coordinator)

Absent

Paris Gordon (Division Safety Coordinator Administrative Support) > sick
Kam Tung (EH&S Liaison to Engineering) > sick

- Discussion of Status of Accident Review Board Activity
- Highlights of incomplete Required Safety Training Compliance (starting to fall below expectations, 98%)
- Update 2 recordable injuries (DF) one investigated, one not yet
- The Division is at 6 recordable cases to date for the measurement year July 1, 2002 through June 30, 2003 – within 7 to stay green, goal is zero accident injuries
- Assessments of Engineering spaces monitored dates of Satellite Accumulation Areas, remind staff to pay attention to accumulation start and expiration dates
- Review & Discussion of Engineering Responsibilities in the Pub 3000
 - Mechanical Safety
 - Electrical Safety
 - Compliance and Safety for incoming and outgoing equipment
 - Performance of finished job/project inspections
- Upcoming EHS0020 Supervisor Safety Training – made mandatory by Jim Triplett for Engineering supervisors and managers at February 4th Staff Meeting. What can be done to facilitate this training requirement? HR to provide list of current supervisors to Weyland and Nancy to review and coordinate with Department Heads in setting up specific training sessions for Engineering.

Action Items

- Weyland to further research the responsibilities of Engineering in Pub 3000, chapters 5,8,7
- Weyland and Nancy to gather EHS0020 training information and email to Department Heads and follow-up